



CITY OF LEMON GROVE

CITY COUNCIL STAFF REPORT

Item No. 2

Meeting Date: March 5, 2019

Submitted to: Honorable Mayor and Members of the City Council

Department: City Manager's Office

Staff Contact: Mike James, Assistant City Manager

mjames@lemongrove.ca.gov

Item Title: **Inflatable Jumper Program**

Recommended Action: That the City Council provide feedback to staff regarding an inflatable jumper program in the City.

Summary: In 2018, the City Council expressed an interest in learning more about what an inflatable jumper program would look like and how it would operate in the City. Staff researched existing programs from local cities in San Diego County that included the Cities of La Mesa, Poway, San Diego and Santee and returned with additional information about how other programs operate and what a program may look like in the City.

Staff included multiple inflatable jumper program recommendations for consideration should the City Council wish to move forward with the creation of a new policy that governs an inflatable jumper program. Lastly, a timeline and details regarding next steps concludes this report with staff's request for feedback from the City Council.

Discussion: On any given weekend park patrons can visit a Lemon Grove park and witness multiple inflatable jumpers scattered throughout each park. In some instances, there have been reports, from the public and Public Works staff, of over 10 inflatable jumpers at any one time in a park. These observations prompted the City Council to consider creating a new policy that would outline an inflatable jumper program for every park in the City.

As with any new program, staff felt it was important to highlight some of the benefits and drawbacks of creating an inflatable jumper program. Those identified are listed below:

Benefits:

- + Creates an application process and rules for patrons to follow should they want to use an inflatable jumper.
- + Limits the total number of jumpers at each park, which will reserve more open space for all park patrons to use.
- + Creates of pre-qualified list of vendors that patrons may use.
- + Quantifies the number of inflatable jumpers that are being use in the parks.
- + Assists with transferring liability from the City to the renter/owner of the jumper.
- + Encourages inflatable jumper businesses to apply for a City business license and show proof of adequate insurance coverage.
- + Creates a full cost recovery permit fee.

Drawbacks:

- A policy may not be needed because usage fluctuates.
- May limit the total number of jumpers allowed in the park which could result in complaints.
- Increased staff time and administrative costs to oversee the program implementation and enforcement.

While not all inclusive, the list above shows the benefits of the program are in greater number than the drawbacks. And not just from a quantitative perspective but a qualitative perspective, there is clear value in creating and implementing a new program. That prompted staff to continue forward with the next step of this analysis, which included identifying key program areas that will need to be refined in order to create an inflatable jumper program.

Limit the Number and Location of Jumpers at Each Park: Of the six parks in the City, Berry Street Park, Civic Center Park, Firefighters Skate Park, Kunkel Park, Lemon Grove Park, and Veteran's Park, staff observed that only three parks, Berry Street Park, Lemon

Grove Park and Kunkel Park, have the amenities (e.g. restrooms, playgrounds, BBQ sites, and park benches) that would support inflatable jumpers. Additionally, each park has enough open turf and spacing to safely accommodate jumpers. Based on these observations it is reasonable to only allow jumpers at the three mentioned parks and to not allow jumpers at the other three parks.

With the three parks identified, the next consideration should focus limiting the physical location that jumpers may be placed. Often times, patrons will place a jumper in a location that is close to a gazebo or barbeque location because that is the central focus for patrons. However, there are other instances when the jumper is randomly placed in the park and that often results in private vehicles driving on the turf breaking irrigation heads and damaging the turf itself, stakes that secure the jumpers to the ground have pierced irrigation lines causing leaks, and a large number of jumpers take away open park space which other patrons cannot use. For these reasons, staff is supportive of analyzing where in the three parks, jumpers should be located and that will simultaneously total the maximum number of jumpers allowed in each park.

Recommendation: Limit inflatable jumpers to only being allowed in Berry Street Park, Kunkel Park and Lemon Grove Park while analyzing specific sites in each park for jumpers to reside.

Consider Creating a Pre-Qualified Vendor List: A vast majority of other cities that regulate inflatable jumpers have a list of pre-qualified vendors that a resident may choose from. However, the list is not all inclusive. If a resident wishes to use a vendor that is not on the list, they may if the vendor can acquire a business license and provide the insurance requirements prior to the event. The intent of the list is to not support a limited number of business but to assist Lemon Grove residents with options of companies that have the experience and meet the minimum requirements to perform work in the City of Lemon Grove. The sample that was found during the research process that staff prefers is this is incorporated into the City's process is from City of Santee and it is shown in **Attachment A**.

Recommendation: Create a list of pre-qualified inflatable jumper vendors.

Create a Permitting Process: From the list of cities that were researched, staff recommends mirroring a program permitting and application process that is similar to the City of Poway. The permit materials are shown in **Attachment B**. Staff is recommending this process because the application is very easy to read, simple to fill out, and includes all applicable insurance requirements.

Recommendation: Create a permit application for the inflatable jumper program.

Cost Recovery Fee: Staff recommends implementing a fee that adequately recovers all costs to implement the program. The general tasks that staff envisions will be needed to be performed are listed below along with the job title, number of hours and fully burdened hourly rate, with a total permit amount that staff is recommending.

Task	Job Title	Number of Hours	Hourly Rate	Total
Receive and Process Permit Application	Community Services Specialist	0.5	\$27.20	\$13.60
Post Permits On-Site	Facilities Tech II	1.0	\$27.85	\$27.85
Total				\$41.45
Recommended Permit Total				\$41.00

From the four cities surveyed, the recommend fee of \$41.00 falls just above the average of the all four sample cities.

City	Permit Fee	Processing Fee	Total Fee
La Mesa – Included with pavilion access and park use permit	\$50.00	\$0.00	\$50.00
Poway	\$35.00	\$3.00	\$38.00
San Diego	\$22.00	\$0.00	\$22.00
Santee	\$32.00	\$6.00	\$38.00
Average Permit Fee			\$37.00

Interestingly noted during this research process were the Cities of La Mesa and Santee have resident and non-resident rates, the City of Poway was the only city noted that only offered permits for Poway residents only, and the City of San Diego only had one fee. In regards to Lemon Grove, when considering resident/non-resident fees on the master fee schedule, staff recommends moving forward with one fee for all interested parties because that mirrors the other fees in the fee schedule.

Recommendation: Establish a single fee of \$41.00 for an inflatable jumper permit.

Enforcement Options: The primary method to enforce the permitting process will be through the Park Ranger position. Currently, the Park Ranger patrols from 2:00-6:00 p.m. Thursday through Sunday and the additional oversight can be integrated into the Park Ranger's current workload. However, any additional inspections and/or enforcement outside of those times and dates will not be actively enforced unless another City employees observes a permit violation. Lastly, the Sheriff's Department will serve as a back-up to the Park Ranger and City staff should the park patron be unwilling to comply with the new inflatable jumper policy.

Recommendation: Direct the part time Park Ranger/City staff to serve as the primary enforcement option with the secondary option coming from the Sheriff's Department as needed.

Next Steps to Consider: Provide general feedback to City staff regarding an inflatable jumper program in the City as presented above. Specific feedback regarding the following topics will help shape the policy moving forward.

- Should the City limit the number of jumpers at each park?
- Should the City limit the location of each jumper?
- Is there value in creating a pre-qualified vendor list?
- Is the permit process as outline adequate?
- Is the permit fee appropriate to recover the costs?
- Is the enforcement activities enough to oversee the project in the field?

Pending the feedback from the City Council, staff envisions that this item will come back to the City Council with a detailed policy and program guidelines. Further, any amendments to the City's municipal code will also be analyzed and if changes are necessary they will be included in the follow up report.

Looking forward, staff can accomplish the administrative analysis and return with a policy and program to be effective by July 1, 2019.

Environmental Review:

- ☒ Not subject to review ☐ Negative Declaration
☐ Categorical Exemption, Section [] ☐ Mitigated Negative Declaration

Fiscal Impact: None.

Public Notification: None.

Staff Recommendation: That the City Council provide feedback to staff regarding an inflatable jumper program in the City.

Attachments:

- A: City of Santee – Approved Air Jump Vendor List**
B: City of Poway – Neighborhood Park Air Bounce Permit



APPROVED AIR JUMP/ ENTERTAINMENT VENDOR LIST

Company Name	Contact
A Bounce Above Party Rentals www.abounceaboveparty.com	(619) 807-6216
Air Bounce San Diego www.airbouncesandiego.com	(619) 797-7218
Airplay Jumpers www.airplayjumpers.com	(619) 403-1266
Brian Jumper Service www.brianssandiegojumpers.com	(619) 208-0855
Equinox Laser Tag www.equinoxlasertag.com <i>Can only be permitted at Town Center Community Park East or Woodglen Vista</i>	(619) 592-8635
FunBounce.com www.funbounce.com	(619) 334-6395
House of Bounce www.houseofbounce.com	(619) 390-1316
Julie's Party People www.myjuliespartypeople.com	(619) 440-4387
Jump 4 Adan www.jump4adan.com	(619) 823-3896 (619) 876-0374
King's Fun Time www.kingsfuntime.com	(619) 277-4153
Kona Ice of San Diego www.Kona-Ice.com	(619) 277-4349
My Little Carnival www.mylittlecarnival.com	(619) 571-7654
San Diego Bubble Soccer www.sandiegobubblesoccer.com <i>Can only be permitted at Town Center Community Park East or Woodglen Vista</i>	(619) 459-6700
San Diego Jump Company www.sdjump.com	(619) 469-5439
San Diego Kids Party Rental www.sandiegokidspartyrentals.com	(858) 272-2700

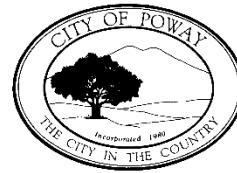
Park Regulations:

- Inflatables are limited to 20'x20' in designated areas only.
- No water attractions (dunk tanks, water slides) allowed.
- No hooved animals.

EFFECTIVE APRIL 18, 2011, GENERATORS REQUIRED AT ALL PARKS.

*These vendors are approved to do business in the City of Santee as they have a City business license and liability insurance. This is not an endorsement by the City of Santee for any of the above vendors. If you have a vendor who is not on this list or you have a question, call (619) 258-4100 x 222. Allow a minimum of two weeks for processing application for a new vendor.

CITY OF POWAY
COMMUNITY SERVICES DEPARTMENT
 13325 Civic Center Drive, P.O. Box 789, Poway, CA 92074-0789 Phone: 858-668-4595



NEIGHBORHOOD PARK AIR BOUNCE PERMIT
(FOR POWAY RESIDENTS ONLY)

Date of Permit Request: _____ Permit No.: _____
 Applicant Name: _____ Email: _____
 Address: _____ City: _____ State: _____ Zip: _____
 Home Phone: _____ Cell Phone: _____
 Nature of Use: _____ Anticipated Attendance: _____
 Air Bounce Company: _____

(Air Bounce permit will **not** be issued without the Air Bounce Company name and approved insurance)

THIS PERMIT DOES NOT RESERVE A SPECIFIC AREA

PARK REQUESTED:

- ☐ Garden Road Park ☐ Hilleary Park ☐ Silverset Park
☐ Starridge Park ☐ Valle Verde Park

DAY, DATE, AND HOURS REQUESTED

SINGLE DATE: ____ / ____ / ____ TIME: From: ____ AM / PM To: ____ AM / PM

CIRCLE DAY: SU M T W TH F S

1. The applicant is responsible for setting up the function and for cleaning the park area after the event ends. The park and all equipment used (i.e., picnic tables, grills, play equipment) must be left in the same condition as it was found. The applicant's rented equipment must be removed from the park prior to the departure time.
2. **No water features allowed.**
3. The Air Bounce Permit allows the applicant to set up and operate an Air Bounce only at the park listed on the application.
4. The City of Poway is not liable for accidents, injuries, or loss of individual property in connection with any of its facilities.
5. At least 14 days prior to event, the Air Bounce Company must provide insurance documentation as outlined in Air Bounce Company Insurance Requirements.
6. The Air Bounce Company is required to have a City of Poway business certificate.
7. In the event the Sheriff's Department is called out for any related disturbance, the permit will be terminated and the applicant's group will end the function.
8. **Air Bounce Permit fee is \$35 plus a \$3 processing fee. An \$18 cancellation fee is charged for all Air Bounce Permit cancellations.**

Applicant, for himself or herself, and the above-named group and all members thereof, hereby waive any and all rights to make a claim for any loss or damage against the City of Poway, and its officials, employees, and agents, arising out of the use of City property pursuant to this permit; and further agrees to indemnify, defend, and save free and harmless the City, and its officials, employees, and agents for all costs and claims for damages to real or personal property, or personal injury to any third party, including reasonable attorney fees, resulting from the use of said property pursuant to this permit. Applicant will be responsible for all liability arising out of applicant's use of the facility.

I have read and understand the above rules and waiver. Initial Here: _____

Falsifying information on the Air Bounce Permit Application is grounds for denial and may result in criminal prosecution and/or loss of entire rental fee. I have read and understand the consequences of falsifying information on this application. I certify under penalty of perjury, that the information I have given on the Air Bounce Permit Application is true and correct to the best of my knowledge and belief. I, applicant, or representative for the applicant, understand and agree to obey all park use rules, regulations, and policies.

APPLICANT'S SIGNATURE: _____ DATE: _____

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Facility Use Insurance Requirements & Compliance Checklists

Thank you for your interest in renting a Poway facility! Event insurance is required of any entity or individual using a City of Poway facility. You may purchase event insurance through the City of Poway, or you may provide insurance through your own service provider. Reviewing your insurance coverage should be one of the first steps you take once you have decided to hold your event at a City of Poway facility. Speak with your broker to make sure there is coverage for all activities planned and insurance documents can be provided that meet the City's requirements.

These checklists and sample forms help ensure a smooth rental process by identifying the most common reasons insurance certificates are not accepted.

The City of Poway requires:

- ☐ Commercial General Liability Insurance coverage, minimum of \$1,000,000 each occurrence, and \$2,000,000 general aggregate; **AND**
- ☐ An Additional Insured Endorsement naming the City of Poway and its elected and appointed boards, officers, and employees as additional insured with respect to operations on City of Poway property.

Events with higher risk levels require additional insurance coverage. A list of activities that are commonly excluded from liability insurance is also attached.

Estimated quote of City provided insurance: (provided by City staff)	
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The following two insurance documents must be submitted at least **14 days prior to your event**. If we do not receive the insurance documentation, the cost of insurance from the City of Poway's provider will be charged to the applicant, or your event will be canceled. We encourage you to provide these requirements and samples to your insurer.

1. Certificate(s) of Insurance
 - a. Review the attached checklist and sample on pages 2 and 3, and compare those with each policy required for the event. The Certificate of Insurance is a statement of the coverage you have in place, but it does not extend coverage or any other rights to the City of Poway or any other party.
2. Additional Insured Endorsement
 - a. Please review the checklist on page 4 we have provided. The Additional Insured Endorsement is a document that adds language to your policy to make the City an additional insured on your policy. **This language is a requirement for your event permit.**

Please send the insurance, *with your permit number*, via mail, FAX or email to:

City of Poway
Community Services
P.O. Box 789
Poway, CA 92074
FAX: (858) 668-1216
Email: activenet@poway.net

Please call (858) 668-4580 if you have any questions regarding the City of Poway's insurance requirements.



Certificate of Liability Checklist

Each number listed below corresponds to the sample Certificate of Liability Insurance on page 3 of this document as a reference. Certificates of Liability will vary slightly from broker to broker.

- ☐ (1) Insured: The 'Insured' matches the Applicant's name as it appears on the facility rental application. The Applicant is the party responsible for the event. Insurance from an entity other than the event holder is *not* a substitute for coverage for the event. Examples include party planners, caterers, or other vendors who provide event services but may not be responsible for the entire event. You will be informed if insurance from a vendor who is not the Applicant is also required and needs to be provided in addition to the event insurance.
- ☐ (2) General Liability: "Occurrence" box is checked.
Additional policies or confirmation of coverage in this policy are required for activities that are commonly excluded from the typical Commercial General Liability policy. An example is Liquor Liability insurance, which generally is provided by a separate policy.
- ☐ (2a) Limits: Minimum per occurrence limit (higher limit may be required depending on event risks) \$1,000,000 each occurrence and \$2,000,000 general aggregate.
- ☐ (3) Policy Effective and Expiration Dates
Policy must be current and date(s) of the event fall within the "policy effective" and "policy expiration" dates.
- ☐ (4) Excess/Umbrella: Supplements the limits of other policies to meet required limits, if required.
- ☐ (5) Other: liquor liability or other coverage required for the permit is shown here.
May be accompanied by another policy if appropriate.
- ☐ (6) Description of Operations: The name of the event, and date(s) to be held, are shown here.
There is no language here attempting to limit liability. Coverage is shown for event activities that are commonly excluded from a typical Commercial General Liability policy or are typically outside the scope of coverage for a policy for one specific activity, such as a sport.
- ☐ (7) Certificate Holder: City of Poway
Community Services Department
P.O. Box 789
Poway, CA 92074

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Additional Insured Endorsement Checklist

A separate Additional Insured Endorsement page must be attached to the Certificate of Liability Insurance. Each number listed below corresponds to the sample Additional Insured Endorsement on page 5 as a reference. Additional Insured Endorsements will vary slightly from broker to broker.

The endorsement page requirements include:

1. The General Liability policy number on the Additional Insured Endorsement matches the policy number on the Certificate of Liability insurance certificate.
2. "The City of Poway, its officers, employees, volunteers and agents" are listed as additional insured. This quoted language must be included as written.
3. No restrictive wording is acceptable on the endorsement, other than to restrict the coverage to liability arising out of the operations of the named insured.

Common Exclusions to General Liability Policies

Some events and activities that may be excluded from many General Liability insurance policies are listed below, in alphabetical order. This is not a comprehensive list. Event holders should check their policy to ensure coverage for all activities proposed at their event, and evidence of this coverage must be provided.

- Aircraft/aviation, all-terrain boarding, animals or animal acts, athletic activities/participants, athletic equipment - sale, manufacture or distribution.
- Ballooning, hot air balloons, or balloon rides, base jumping, bicycle or unicycle activities, boating, power boats, power boat racing, bouldering, boxing, bungee jumping.
- Canoeing, carnival rides, cheerleading pyramids, chemicals - use or demonstration, circus acts, circuses, climbing wall, concert or dance with mosh pits, concert longer than six hours, construction.
- Demolition work, diving, platform diving or spring board diving.
- Equestrian - related sports, explosives.
- Fire (use or demonstration with), fireworks, football (except passing camps w/ no contact drills)
- Gliders, guns (use or demonstration with), gymnastics.
- Hang gliding, hockey, horseback riding or use of horses, hot air balloons.
- Ice hockey, inflatables, inflatable activities.
- Jousting.
- Karate or contact martial arts, kayaking.
- Lacrosse, luge.
- Liquor Liability.
- Mechanical amusement rides or services, medical or chiropractic care, motorized sporting equipment, mountain biking, mountain climbing, mountain boarding.
- Parachuting, polo, professional sporting activities, games, racing or contests of a professional nature and with cash prize, pyrotechnics.
- Rafting, rap/heavy metal/rock concerts, raves, rock climbing, rodeo or roping events (including practice), roller blade or roller skate activities, roller hockey, ropes courses, rugby.
- Saddle animal exposure, scaffolding or platform (such as a stage) more than 4 feet high, scuba diving, skate board activities, skin diving, snowboarding, snow skiing, squash.
- Tanning devices, tobogganing, tournaments, tractor or truck pulls, trampoline.
- Water polo, water skiing, watercraft activities or use, waterslides, wrestling.

Policy Number: **1**

Insurance Company

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED – DESIGNATED PERSON OR ORGANIZATION OR WHEN REQUIRED IN WRITTEN AGREEMENT WITH YOU

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

Sample

SECTION II – WHO IS AN INSURED is amended to include as an additional insured the person(s) or organization(s) set out in the Schedule, but only with respect to liability for "bodily injury," "property damage" or "personal and advertising injury" caused, in whole or in part, by your acts or omissions or the acts or omissions of those acting on your behalf:

- A. In the performance of your ongoing operations; or
- B. In connection with your premises owned by or rented to you.

SCHEDULE

Name of Additional Insured Person(s) or Organization(s):

2

Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

3 { In addition to the above scheduled Additional Insured Person(s) or Organizations, if any, **SECTION II – WHO IS AN INSURED** is further amended to include as an additional insured any person(s) or organization(s) for whom you have agreed in writing in a contract or agreement (which is signed and dated prior to the date of the "occurrence") that such person or organization be added as an additional insured on your policy. Such person or organization is an additional insured only with respect to liability for "bodily injury," "property damage" or "personal and advertising injury" caused, in whole or in part, by your acts or omissions or the acts or omissions of those acting on your behalf.

- A. In the performance of your ongoing operations; or
- B. In connection with your premises owned by or rented to you.

Sample

ALL OTHER TERMS AND CONDITIONS OF THIS POLICY REMAIN UNCHANGED.

PGL 475 (05/07)